

State of Utah Department of Public Safety RENEWAL APPLICATION FOR BAIL ENFORCEMENT LICENSE INSTRUCTIONS

WHEN TO APPLY FOR RENEWAL APPLICATION PROCESSING

All bail bond recovery licensees are required to renew their license every two years.

WHERE TO APPLY

Bureau of Criminal Identification 3888 W 5400 S Taylorsville, UT 84118-3549

HOW TO APPLY

Complete the attached renewal application by typing or clearly printing in ink. Attach all documentation required as outlined in the instructions. Every renewal application must be signed and notarized prior to being submitted.

COST TO RENEW

Renewal Fees

Bail Enforcement Agent \$150.00 Bail Recovery Agent \$100.00 Bail Recovery Apprentice \$100.00

The Bureau will accept cash, check, money orders or credit cards made payable to the "Utah Bureau of Criminal Identification".

DO NOT SEND CASH IN THE MAIL

WHAT MUST ACCOMPANY THE APPLICATION

 PHOTOGRAPH: One recent color photograph of passport quality, measuring 2"X2". There are private businesses that offer this service. Check your local phone book. The Bureau does offer photograph services.

• TRAINING:

Every renewal applicant will be required to complete eight hours of continuing training. An approved course of training can be obtained through the Salt Lake Community College. The training requirement may also be satisfied by attending training from any other source, provided the training is related to bail bond recovery and meets the approval of the Bureau of Criminal Identification. A copy of your training certificate must accompany this application.

SURETY BOND INFORMATION:

A surety bond in the amount of \$10,000 is required. The bond should reference sections 53-11-115 and 53-9-109, and must remain in force throughout the license period. *Please attach a copy of the bond.*

• WORKERS COMPENSATION INSURANCE:

If you are a bail enforcement agent who will employ a bail recovery agent or bail recovery apprentice, a current copy of your workers compensation insurance must accompany this application and the applications of your employees. This provision will not apply if the bail recovery agent or bail recovery apprentice is an independent contractor. Please attach a copy of the Workers Compensation Policy.

APPLICATION PROCESSING

• A complete background check will be conducted and if there is no criminal record your renewed license will be sent to you immediately.

Applications will be accepted from 7:00 a.m. until 5:30 p.m. Monday - Thursday at the Bureau office. You may also apply by mail.

WARNING

Falsification of any information in the application may result in denial or revocation of a license and possible criminal prosecution.



State of Utah Department of Public Safety

123

RENEWAL APPLICATION FOR BAIL BOND RECOVERY LICENSE

WHEN FILLING OUT THIS APPLICATION TYPE OR PRINT IN INK

Your application will not be processed unless this form is completely filled out, notarized, and all applicable questions answered. Enclose the appropriate fee in the form of cash, check, money order, or credit card made payable to "Utah Bureau of Criminal Identification". Cash will be accepted if your application is submitted in person. FEES ARE NON-REFUNDABLE. DO NOT SEND CASH IN MAIL. □ Recovery Apprentice or Recovery Agent- \$100 □ Bail Enforcement Agent - \$150 NAME_ _____ LIC # _____ (First) (Middle) ____SOCIAL SECURITY#____ ____PLACE OF BIRTH____ DATE OF BIRTH PREVIOUSLY USED NAME (S)(Maiden, etc.) ADDRESS (City) (County) (Zip) _____WORK PHONE___ _____ DRIVER LIC#/STATE____ HOME PHONE___ HEIGHT WEIGHT EYE COLOR HAIR COLOR SEX RACE ARE YOU A UNITED STATES CITIZEN? ______ IF "NO" ENTER YOUR ALIEN REGISTRATION #_____ Please answer "Yes" or "No" to all the questions below. A complete criminal background check will be conducted. If you answer "Yes" to any question, attach documentation explaining your answer. ___Yes ___No Have you ever been convicted of a felony? ___Yes ___No Have you ever been convicted of any act involving illegally using, carrying or possessing a dangerous weapon? ___Yes ___No Have you ever been convicted of any act of violence or an act involving the threatened use of violence? ___Yes ___No Have you ever been convicted of any act constituting dishonesty or fraud? ___Yes ___No Have you ever been convicted of any offense involving moral turpitude? (i.e. theft, shoplifting., sex crimes, etc.) ___Yes ___No Have you ever been convicted of impersonating a peace officer? ___Yes ___No Are you currently on probation, parole, community supervision, or named in an arrest warrant? ___Yes ___No Are you currently employed as a peace officer or correctional officer either full or part time? ___Yes ___No Have you ever been licensed in another state or jurisdiction to conduct bail enforcement work? Yes No If previously licensed, was disciplinary action ever taken against your license? Please read and sign the statement below. Your signature must be notarized to complete this form , hereby certify that the statements contained herein are true and correct to the best of my knowledge. I understand that if I knowingly make any false statements herein, I am subject to the penalties prescribed by law. I do hereby authorize the release of any and all information in the possession of any individual, law enforcement agency, firm, partnership, and public or private corporation, necessary to determine the validity and appropriateness of my application. In so doing, I release, exonerate, and hold harmless, any such individual, law enforcement agency, firm, partnership, public or private corporation, the Utah Department of Public Safety, and the State of Utah, from any claim or cause of action which may or could result from the release of this information. Signature Subscribed and sworn to this _____ day of ____ Notary Public Credit Card payment must include 3-digit control number found on the back of the credit card. There is a \$20.00 service charge for any returned check. Credit Card Orders: * Visa 🗌 * MasterCard 3 digit control # Card Number Expiration Date Signature_ Phone Number